



PAAP

Personalized Alternate Assessment Portfolio

State & Local
PAAP

Personalized Alternate
Assessment Portfolio

2004-05 Workshop Series

The Maine Department of Education, in cooperation with MADSEC, the Maine Support Network, and the Center for Community Inclusion will sponsor a series of workshops related to Alternate Assessment during the 2004-05 school year. Dates and sites for these workshops can be found inside this brochure. The workshops are designed for teachers and administrators representing special education, regular education, and ESL programs. **Registrations may be submitted online (www.mecas.org/paap/registration) or by snail mail. NO registrations will be accepted by email or fax.**

DAY 1: Getting Started—What You Need to Know: For those **NEW** to the PAAP Process. This **INTRODUCTORY** level training is designed to provide the basic information and tools necessary to design and implement instruction and assessment leading to submission of a scorable student PAAP.

Check-In: 8:00 A.M.- 8:30 A.M. Conference: 8:30 A.M.-3:30 P.M.

DAY 2: What's New About the MEA PAAP for 2004-2005?: This 1/2 day training, presented for those **PREVIOUSLY** trained in the **MEA PAAP process**, will be delivered through an **ATM** session broadcast to 16 sites throughout the state. The contents of the presentation will include information related to changes made in the PAAP process/materials for this school year. Participants will receive hard copies of the 2004-05 PAAP Manual and Performance Indicator Rubrics from facilitators at each **ATM** site. Sample tasks will be used to explain some changes designed to condense the amount of student work required. **Check-In: 12:00 P.M. – 12:30 P.M. ATM Session: 12:30 P.M.—3:30 P.M.**

DAY 3: Alternate Assessment for the Local Alternate Assessment System and Grade Level Expectations (GLEs): This session is designed for **all** educators, new to the PAAP process or previously trained, to provide the most up to date information about the models for inclusion of all students in both the Local Assessment System and the state assessment of Grade Level Expectations (GLEs) required by No Child Left Behind (NCLB) at grades 3, 5, 6, and 7.

Check-In: 8:00 A.M.-8:30 A.M. Conference: 8:30 A.M.-3:30 P.M.

DAY 4: Preparing for Scoring: This session is designed for **all** educators responsible for submitting a student's MEA PAAP. It is **HIGHLY RECOMMENDED** as an opportunity to ensure that tasks can be reliably scored. Participants will bring student work for peer review, and have an opportunity to participate in a mock scoring session, using the same forms and process that official scorers will use.

Check-In: 8:00 A.M.- 8:30 A.M. Conference: 8:30 A.M.-3:30 P.M.

Maine Department of Education
23 State House Station
Augusta, ME 04333-0023

PAAP WORKSHOP SESSIONS FOR 2004-2005

<u>ORONO</u>	<u>PORTLAND</u>	<u>PRESQUE ISLE</u>
Day 1: October 6 Black Bear Inn	October 15.....Verrillo's	October 5Northeastland Hotel
Day 2: October 14 See Registration Form	October 14See Registration Form	October 14See Registration Form
Day 3: December 1..... TBA*	December 3Verrillo's	November 30..UMPI
Day 4: January 10 TBA*	January 25Verrillo's	January 11Northeastland Hotel
*Further information will be posted online: www.mecas.org/paap/updates and www.mecas.org/paap/registration		

Registrations **MUST** be received by **SEPTEMBER 28, 2004**

State and Federal legislation require that **ALL** students participate in state and district-wide assessments. The **Personalized Alternate Assessment Portfolio (PAAP)** is the assessment designed for students who can not participate in **State** (Maine Educational Assessment [MEA] and Alternate Grade Level Expectations [GLEs] Assessment) and/or the **Local** Assessment System even with accommodations. This series of workshops is designed to provide training and materials for school personnel to use as they develop PAAPs to address the Alternate Assessment components of **Maine's Comprehensive Assessment System**. Data indicates that virtually all school systems will have a few students who require an alternate assessment in the near future and, therefore, would benefit from attending these workshops.

ATTENDANCE/FEES/FOOD: Participants can attend any combination of sessions. There is no conference fee unless a participant is unable to attend a session **AND** does not notify Melanie (624-6678 or melanie.furber@maine.gov) at least one (1) week prior to the session. Participants who do not provide this notification will be classified as a "No Show" and their districts may be billed for their associated costs. A continental breakfast and lunch will be provided at each session.

SPECIAL ACCOMMODATIONS: Please let us know if you need special accommodations or **have special dietary needs**.

BRING A: • large empty 3-ring binder (each **registrant** will receive a 2004-05 Manual/Rubrics) • Maine *Learning Results* • sweater/sweatshirt

SNOW/CANCELLATIONS: A scheduled workshop will be canceled **only** when the schools in the district of the host site are closed.

QUESTIONS OR ADDITIONAL INFORMATION: Contact: Linda Parkin, 624-6782, linda.parkin@maine.gov or
Melanie Furber, 624-6678, melanie.furber@maine.gov

REGISTRATION: Registration is on a first come, first served basis and space is limited. **EMAILS and FAXES WILL NOT BE ACCEPTED.** All District Contact Persons will receive a confirmation email of their attendees. You may register online (www.mecas.org/paap/registration) or complete the enclosed form and send it to:

Melanie Furber, Maine Department of Education, 23 SHS, Augusta, ME 04333

Watch for information on a March ATM Opportunity for Questions and Answers prior to the submission of the PAAPs.

The Department of Education insures equal employment, equal educational opportunities, & affirmative action, regardless of race, sex, color, national origin, religion, marital status, parental status, age, or disability.



PAAP Workshop Series 2004-05 District Registration Form

PLEASE FILL IN **ALL** OF THE INFORMATION FOR THE DISTRICT CONTACT PERSON AND EACH PARTICIPANT FROM YOUR DISTRICT!!!!

Please register online at www.mecas.org/paap/registration or send this completed form to:

Melanie Furber, Maine Department of Education, 23 SHS, Augusta, ME 04333

*This registration form will **NOT** be processed until **ALL** of the information is provided.*

Registrations **MUST** be received by **SEPTEMBER 28, 2004**.

DISTRICT CONTACT PERSON

District		
Name	Phone	
Address		
City	Zip	Email

One person from each district (may or may not be an attendee) **must** assume responsibility for maintaining communication between MDOE personnel and the district's attendees. This will include scheduling, receiving regular updates, distributing emails, etc. **You MUST provide an email address and telephone number!**

ONLY ONE (1) CONTACT PERSON WILL BE ACCEPTED PER DISTRICT, so Please coordinate attendance within districts!

Site Requests

Circle the site desired for each day participant will attend trainings.
Site Codes for Day 2 are on the other side of this page.

Participant Information

Name: _____

School: _____

Position: _____

Grade(s) Taught: _____

Day 1:	Orono	Portland	Presque Isle
Day 2:	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16		
Day 3:	Orono	Portland	Presque Isle
Day 4:	Orono	Portland	Presque Isle

Name: _____

School: _____

Position: _____

Grade(s) Taught: _____

Day 1:	Orono	Portland	Presque Isle
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School: _____	Day 2:	1	2	3	4
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Day 2 Site Codes:					
Interactive Sites: 1. Augusta—Burton Cross Building 2. Bangor High School 3. Caribou Technical Center 5. Falmouth High School Tentative: Site had not confirmed as of this form's printing. If Site is unavailable, another Site in the same region will be provided. Check www.mecas.org/paap/registration for updates.		Non-Interactive Sites: 5. Belfast High School 6. Cape Elizabeth High School (Tentative) 7. Edward Little High School (Tentative) 8. Ellsworth High School 9. Houlton High School		Non-Interactive Sites (continued): 10. Katahdin High School 11. Lawrence High School 12. Machias High School 13. Madison Area High School 14. Oxford Hills High School 15. Sanford High School (Tentative) 16. Shead High School	
				Interactive Sites: Interactive Sites can see, hear, and talk directly to the presenters and the other Interactive Sites. Non-Interactive Sites: Non-Interactive Sites can see and hear the presenters at the Burton Cross Building ONLY. Presenters will be repeat questions and answers so that everyone can hear them. Non-Interactive Sites must use the ATM phone to talk to the presenters. <i>Facilitators will be present at each Site.</i>	